

SECRET

Executive Registry

77-2078

Approved For Release 2002/11/15 : CIA-RDP84-00933R000400010017-1

16 August 1977

77-4603

MEMORANDUM FOR: Acting Deputy Director for Administration

FROM: John F. Blake
Acting Director of Central Intelligence

25X1A

Mike:

1. [] Bill Wells sought me out on Saturday and discussed three proposals with me. I will define his proposals and furnish you with my comments on them. I left the matter with him that I would discuss these proposals with you and then return for further discussion with him.

2. [] His first proposal is as follows. He states that, in his opinion, there has never been a really studied analysis of what should be the composition and level of support of DDA careerists assigned to the Directorate of Operations. To my knowledge he is correct and, even beyond that, there are many reasons why this is an excellent time to undertake it. He proposes to assign [] to undertake this analysis. I countered by observing such an analysis should be jointly undertaken by a senior representative of both Directorates. I further observed that you now have [] acting as a special assistant to you and I believed Tom would be a good man to match with [] on this undertaking.

3. [] Bill next addressed himself to the lack of centralization of indices. He stated he would like to task Bill Donnelly with this chore. I again observed that this would be better done on a joint basis and, from the DDA side, I would like to suggest two people to work with Bill. One would be [] and the other an appropriate representative from the Office of Security. Unlike the first matter, I believe a frame of reference should be drawn up for this undertaking because perhaps it should go further than just a centralized CI index.

4. [] His third proposal was to look down the road a long way and see what could be done for planning a "recordless" field station, i.e., having field stations equipped with sufficient on-line encrypted ADP facilities to Headquarters to service their needs. I mentioned that there were several studies, one recent and one some six or seven years ago, that had addressed themselves to this issue. I felt it worthwhile to review these before determining how to proceed. Bill is going to task Eloise Page to get this material and then we will take a look at it.

5. [] Let's get together and give me your verbal reaction to these approaches.

John F. Blake

Distribution:

Orig - Acting DDA

1 - DDO

1 - ADCI

1 - ER

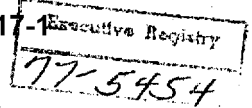
Approved For Release 2002/11/15 : CIA-RDP84-00933R000400010017-1

SECRET

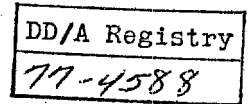
25X1

CONFIDENTIAL

Approved For Release 2002/11/15 : CIA-RDP84-00933R000400010017-1

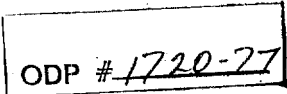


15 August 1977



MEMORANDUM FOR THE RECORD

FROM: John F. Blake
Acting Director of Central Intelligence



25X1 1. ☐ This memorandum endeavors to establish some relationships for planning purposes among several major developments now or soon to be taking place. It is written for the information and guidance of those who will be involved in the implementation of these actions. We start with the forthcoming DDO reduction and view it from several points of view.

25X1 2. ☐ Up to now the Director has committed himself to increasing the size of four components by utilizing personnel savings from DDO. These are:

25X9 a. DDI/NIO--☐ positions.

25X9 ☐ b. The Office of Security, for industrial security purposes--
☐ positions.

25X9 c. The Office of Communications, for purposes of replacing contractor personnel with staff personnel in contractor communications facility--☐ positions.

d. Office of the Inspector General--☐ positions.

25X9

It would be of considerable administrative efficiency if a matrix could be developed by the Office of Personnel which would show quarterly increments of position reduction by the DDO accompanied with a recommendation to slowly commence the transfer of personnel ceiling, by quarters, to at least the four gaining components. This would allow the gaining components to undertake an orderly and phased recruitment program to build up to their new strength. If DDO could also expedite their identification for the first year of individuals to be declared surplus, the names of such individuals could then in an orderly fashion be funneled to the Director of Personnel and reviewed against the new positions being created by the four gaining components. In addition to the four gaining components the names of the surplus people should also be looked at by DDA as potential employees for the newly authorized ☐ position declassification unit.

25X9

25X1 2. ☐ There is one particular personnel category to be reduced in DDO that I believe warrants separate treatment. It is my understanding that DDO is going to declare surplus a given number of secretarial personnel and not look for replacements. I believe the Director of Personnel should follow this development very closely so that he both can endeavor to place those surplus individuals elsewhere in the Agency and, additionally, can tailor the scope of his clerical recruitment program accordingly.

Approved For Release 2002/11/15 : CIA-RDP84-00933R000400010017-1

CONFIDENTIAL

25X1

- 25X1 3. [] There is a simultaneous development being spearheaded by John McMahon which also should be closely watched. John is developing for the DCI a proposed structure for the National Intelligence Tasking Center as well as a revised staffing pattern to convert the current IC Staff to a budget and evaluation operation. Here again the backgrounds of individuals declared surplus by DDO should be reviewed in light of any new positions created by the McMahon exercise.
- 25X1 4. [] Running concomitantly with this rather complex personnel problem will be a space problem of equal complexity. The reductions being taken by DDO will have to be analyzed to make a determination as to how the current space holdings of DDO can be contracted in light of the [] odd position reduction. Of first priority should be a planned space transfer to DDI to accommodate their build-up. The next priority is the IG Staff. The majority of Commo people will be posted outside of Washington and should not represent a local space problem. The Office of Security should be consulted on their proposed distribution of the additional [] positions although I am of the opinion that any Headquarters build-up does not have to see these people quartered in the Langley Building. The same is true of the 30-year declassification unit in DDA, i.e., I do not believe the majority of them have to be quartered in the Headquarters Building. 25X9
- 25X1 5. [] The last complicating space issue will be the location of the NITC. John McMahon has four alternative sites in mind, one of which is the Headquarters Building. I believe we need an early decision on the location of NITC because considerable realignment of space is going to be necessary if that unit is to be located in the Headquarters Building. 25X9
- 25X1 6. [] Because of the significance and multitude of considerations involved in this problem, I propose to convene a meeting of recipients of this memorandum in about ten days to have a general airing of the issues. 25X9

[] 25X1A
John F. Blake

Distribution:

- Orig - ER
1 - DCI (info)
1 - DDI
✓ 1 - Acting DDA
1 - DDO
1 - Acting D/DCI/IC
1 - D/DCI/NI
1 - IG
1 - D/Pers
1 - D/Sec
1 - D/Commo
1 - Acting DCI

WAC 12 8 30 14 11

EV

CONFIDENTIAL

STAT

Approved For Release 2002/11/15 : CIA-RDP84-00933R000400010017-1

Approved For Release 2002/11/15 : CIA-RDP84-00933R000400010017-1